

AMTRAN

The regular monthly meeting of the AMTRAN Board of Directors was held on Wednesday April 17, 2019 at 8:00 a.m., at the TrolleyWorks Conference Room, 3316 Fifth Avenue, Altoona, Pa.

Vice-Chairman Dick Moran called the meeting to order at 8:00 a.m.

At Dick's request, a roll call was taken.

Board members present: Dick Moran, Denny Stewart and Bruce Kelly.

Board member via phone: Tony Roscia

Board members absent: Scott Cessna, Bob Reifsteck, Mike Robinson

Others present: Eric Wolf, Attorney Liz Benjamin (Beard Legal Group), Mandy Murphy, Ray Kennedy, Gary Williams, Bill Kibler (Altoona Mirror) and Brent Cartwright (EADS)

Public Comment Period: There were no public comments to record.

Approval of Minutes:

Dick Moran requested a motion to approve the minutes for March. This motion was made by Denny Stuart and seconded by Bruce Kelly. The motion passed unanimously.

Treasurer's Report:

Financial Statement for April 17, 2019 Board Meeting

Total disbursements from March 14, 2019 through April 17, 2019 were \$546,755.86.

Total budgeted operating and paratransit expenses year to date through March 31, 2019 were \$4,216,380.00.

Actual operating and paratransit expenses year to date through March 31, 2019 \$3,959,351.60.

Year to date we are \$257,028.40 under budget.

Insurance is paid through April 2019.

Pension will be paid with the April 25th payroll.

Operating payables are current through April 17, 2019.

Federal Electronic Transfer – Employer Taxes and Federal Withholding

March 14, 2019	(Federal)	26,666.49
March 14, 2019	(State)	3,067.08
March 14, 2019	(457 Transfer)	730.76
March 14, 2019	(Payroll Transfer)	65,395.96
March 28, 2019	(Federal)	26,714.21
March 28, 2019	(State)	3,087.38
March 28, 2019	(457 Transfer)	730.76
March 28, 2019	(Payroll Transfer)	66,097.58
March 28, 2019	(TPA Transfer)	2,263.98
March 28, 2019	(Quarterly Locals)	11,479.35
April 11, 2019	(Federal)	26,767.30
April 11, 2019	(State)	3,105.29
April 11, 2019	(457 Transfer)	730.76
April 11, 2019	(Payroll Transfer)	66,228.52

Add Check
Register Total

243,690.44

*Total
Expenses*

\$546,755.86

Dick asked if there were any questions and requested a motion to adopt the treasurer's report and the payables. The motion was made by Denny Stewart and seconded by Tony Roscia. It passed unanimously.

General Managers Report

Eric began by informing the board of the contract negotiations that are scheduled May 29, 30 and 31, 2019. AMTRAN is working with Carl Beard of Beard Legal on this.

Eric reminded the board that AMTRAN and the union usually agree in advance that there will be three days of negotiations, and if things cannot be agreed upon in that time frame, then we will go directly into arbitration. This has worked well for years, and generally all is concluded in two days. Then in June there will be something for the board to vote upon.

Eric also informed the board today Josh Baker was leading a training for CTAA on driver hiring and retention.

All of the old buses are sold and removed from our property. The total sales proceeds were about twenty-two thousand which AMTRAN is permitted to use for capital projects.

Operating Budget for FY 2019-20

At the March board meeting, a draft operating budget for the fiscal year beginning July 1 was reviewed.

The final budget was distributed to the board earlier, at the meeting Mandy went over the final budget with the board and there was a short discussion

Eric told the board due to some complications in funding at the state level; that about \$200,000 in funds would be needed. He further stated AMTRAN has a little over three million in reserve monies and will pull the necessary funding from it for this budget.

Eric respectfully asked for a motion to pass the 2019-20 budget.

Denny Stewart made the motion to approve the 2019-20 budget, with Tony Roscia making the second it then passed unanimously.

Federal Certifications & Assurances

Each year, AMTRAN is required to submit a list of certifications and assurances to the Federal Transit Administration that AMTRAN is in compliance with applicable regulations.

Eric respectfully requests a resolution approving the certifications and assurances for the 2019 federal fiscal year that began October 1. (This year's certs and assurances were just published in the Federal Register.)

Denny Steward made the motion to approve certifications and assurances with Tony Roscia making the second it then passed unanimously.

Local Share Resolution

Eric respectfully requested a resolution certifying the local share requirement for state operating funding from the City of Altoona, Logan Township, Allegheny Township, Hollidaysburg Borough, and Penn State Altoona.

Denny Stewart made the motion to approve the local share resolution, with Tony Roscia making the second it then passed unanimously.

Quarterly Performance Measures

Eric gave a report, with Gary Williams adding to the information on performance measures for the quarter ending March 31.

There was a short discussion on the improved "miles between roadcalls" due to the new buses.

Capital Projects Update

Brent Cartwright (EADS) gave an overall update on the storage building project which is in the planning stages, the maintenance restrooms that are currently under construction and will be done by end of May. Lastly the under-slab garage drains project will start in June.

The security project for Admin building is still awaiting FTA funding and is expected to start shortly.

There will also be work done on the LVM transit center in the future. This project will be painting and rust removal along with fixing the brick and mortar.

This project will be paid for out of the left-over money from the downtown transit center project that came in under budget, and could happen this construction season

There was a short discussion and no vote on these projects.

Transit Development Plan

Staff have been discussing the initiation of a Transit Development Plan (TDP) by an outside professional. Board member Bruce Kelley suggested that we look at connections between Altoona, Tyrone, and State College as part of the TDP. There was a brief discussion about

what kind of service might be appropriate for that corridor. Mr. Kelley made a motion to that effect with Denny Stewart making the second. The motion passed unanimously.

The board adjourned with no further business.

Respectfully submitted by
Susan C. McKelvey, Administrative Assistant